

Economic Data Collection (EDC)

Web Form Login Instructions

For your Web Form ID, please see the letter that was mailed with these instructions. There is a separate Web Form ID for each EDC form owed, but you may choose to use the same password for each form. It is your responsibility to safeguard your Web Form ID and password. NMFS will not manage access privileges or attempt to resolve disputes over access. Anyone with your password will have access to all information included on the EDC form.

Requirements: You will need a computer with an internet connection and an internet browser.

Creating an Account:

In order to use the web forms, you will first need to set up an account. This process should take no more than 5 minutes.

1. Go to the NOAA EDC Website, www.nwfsc.noaa.gov/edc, and click on the link “EDC forms online” to enter your data and submit your EDC form online. You may want to bookmark the login page.
2. Click the “create a password” link. This will bring you to the “Request Access to EDC Web Form” page.
3. Enter your Web Form ID (provided in the accompanying letter), enter your email address, and choose your company name from the drop down box. Click “Submit”. An email will be sent to you with a link to set your password. You must click this link within 15 minutes or you will have to start the process over. ****IMPORTANT: once you choose an email address to be associated with your EDC form, you will NOT be allowed to change the email.****
4. Click on the link and follow the instructions to create a password. Passwords must be at a minimum contain at least 12 characters consisting of numbers, letters and special characters.
5. You can now log in (upper right hand corner of the screen) with your Web Form ID and new password that you just set.

Logging in:

1. Now that you have created a password, go to www.nwfsc.noaa.gov/edc, and click on the link “EDC forms online”.
2. Enter your Web Form ID and password that you just created.
3. Once logged in, on the first page, read the information on the screen and then click the box indicating “I have read and understood the above statement”.
4. The “Next” button will take you to a page of instructions about how to navigate the forms. You can get back to the instructions screen at any time by clicking the Step 2 box in the upper right hand corner of the screen or the “Help” button in the upper left hand corner of the screen. You can print these instructions by clicking the “Print Instructions” button at the bottom of the instructions page.
5. Clicking the “Next” button again will take you to Step 3 and the beginning of the form.

Lost or Forgotten User ID or Password:

You may reset your password at any time from within your account. However, if you lose, forget, or do not know your Web Form ID, please contact the EDC Program at 866-791-3726 or nwfsc.edc@noaa.gov during business hours.